

Global Policy People

“People” is one of our core values. We believe that every employee should be treated with respect and dignity; should not suffer discrimination or harassment; and should be safe at work.

WHO IS THIS POLICY FOR?

All Employees and vendors and agents performing work for or on behalf of Rockwell Automation. People managers especially need to know this policy.

Key Policy Principles

- We will treat you with respect and dignity.
- We will not tolerate discrimination against or harassment of you on the basis of race, color, religion, sex, national origin, age, disability, gender identity, sexual orientation, marital status, citizenship status (unless required by applicable law or government contract) or any other characteristics prescribed by applicable law.
- We are committed to providing you with a safe place to work and therefore there will be zero tolerance of workplace violence and no weapons are permitted at work.
- We expect you to report to work and remain at work in a condition to perform assigned duties free from the presence of alcohol or illegal drugs.
- We expect you to follow our Code of Conduct.

Equal Employment Opportunity

- Rockwell Automation will not discriminate against any **Employee** or applicant for employment because of his or her race, color, religion, sex, national origin, age, disability, gender identity, sexual orientation, marital status, citizenship status (unless required by applicable law or government contract) or any other characteristics prescribed by applicable law.
- If you believe that you are being discriminated against on any basis listed above, please do not assume the **Company** is aware of your situation. It is your responsibility to immediately bring your concerns to the attention of Human Resources so that they can help to address and resolve them. Violations may also be reported to the Office of the Ombuds. Once an allegation is brought to our attention, we will take it seriously and promptly investigate it. Employees at all levels must cooperate in investigations. We will keep investigations confidential among the Employees concerned when possible. We will only inform certain Employees in order to complete the investigation and remedy any harm done.

No Harassment

- Rockwell Automation will not tolerate harassment of Employees on the basis of race, color, religion, sex, national origin, age, disability, gender identity, sexual orientation, marital status, citizenship status or any other characteristics prescribed by applicable law.
 - We will appropriately discipline (up to and including discharge) employees whose conduct violates this policy.
 - The Company will not tolerate conduct by customers, vendors or any other business person conducting business with the Company that violates this policy. If we find that a customer, vendor or any other person conducting business with the Company is harassing an employee, we will take immediate steps to see that it stops.
 - We will investigate all complaints of harassment and will take appropriate action to stop and remedy such conduct.
 - As with employment discrimination, if you believe that you are being harassed on any basis listed above, please do not assume the Company is aware of your situation. It is your responsibility to immediately bring your concerns to the attention of Human Resources so that they can help to address and resolve them. You may also report violations to the Office of the Ombuds. Once an allegation is brought to the Company's attention, we will take it seriously and promptly investigate it. Employees at all levels must cooperate in investigations. To the extent possible, we will keep investigations confidential among the Employees concerned and will inform the necessary Employees in order to complete the investigation and remedy any harm done.
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No Sexual Harassment

- This policy specifically forbids sexual harassment. We define sexual harassment as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, where:
 - Submission to the conduct is either an explicit or implicit term or condition of employment (in other words, where one person directly tells another or indirectly suggests to another that his or her employment will be affected);
 - Submission to or rejection of the conduct by an individual is used as the basis for employment decisions affecting such individual; or,
 - The conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment (in other words, where the atmosphere at work is made intolerable because of things such as sexual advances or gestures, obscene language or the display of sexually explicit pictures).
- The following examples are only illustrations of the types of conduct that may constitute sexual harassment. There are many other types of conduct that may constitute sexual harassment. You must exercise your own good judgment to avoid engaging in conduct that may reasonably be perceived by others as sexual harassment:
 - A supervisor who tells an employee or implies that she or he can earn a promotion or salary increase by providing any form of sexual favor to the supervisor has engaged in sexual harassment. As a further example, a manager who tells a supervisor that she or he can get

ahead by being "nice" to the manager may have engaged in sexual harassment, if comments are reasonably perceived as asking for sexual favors.

- If a supervisor downgrades an employee's performance rating because she or he turned down the supervisor's request for any sexual favor, the supervisor has engaged in sexual harassment.
- A workplace where posters of scantily clad women or men are displayed, where employees make crude references about other employees' anatomies, where unwelcome touches, hugs or pats occur, or where employees make lewd comments or offensive gestures may constitute sexual harassment.

Security and Workplace Violence

- Nothing is more important to Rockwell Automation than the safety and security of our Employees.
- It is also important that we keep all Company assets (e.g. computers, inventory, raw materials in our plants, documents in our files and on our desks) secure.
- To keep both our Employees and our assets secure:
 - You must promptly notify management, [Global Security](#), [IT Security](#), or the Office of the Ombuds if you observe suspicious or unusual activity, security violations, or vulnerabilities associated with Company assets.
 - Managers must implement any applicable security measures established by the Company.
- Any employee who assaults, batters, stalks or physically intimidates anyone at work or who threatens violence (whether directly, indirectly or impliedly) against anyone at work or because of a workplace issue is subject to appropriate discipline, up to and including discharge.
 - Threats or other acts of violence against employees and/or property will not be tolerated.
 - We will take every threat of violence seriously and the excuses "I was only joking", "I didn't really mean it", or the like will not excuse the threat.
- If you believe you have been a victim of workplace violence or threat of violence, or have witnessed or been made aware of such behavior or incident in the workplace, you must report the facts of the incident(s) and the names of the individuals involved immediately to your manager, another member of management, or to Human Resources. You may also report to the Office of the Ombuds or to the 24 hour Rockwell Automation Security Line: 1-414-350-8001.

No Weapons at Work

- In order to keep employees safe at work, Rockwell Automation prohibits (unless applicable law requires otherwise) weapons of any kind in our buildings or in our parking lots. This includes guns, whether concealed or unconcealed, regardless of the existence of a license or permit. We also prohibit materials such as explosives and anything else that is primarily used as a weapon or that anyone intends to use as a weapon.
- Police officers, armored bank guards, or armed security guards retained by the Company are exempt from this prohibition.

- If you have any questions about this policy or believe that you should be granted an exception to this policy, you must contact Global Security.
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No Substance Abuse at Work

- Rockwell Automation's success and future depends on you. Accordingly, our policy is to maintain a safe, healthful, and productive working environment for all employees and to protect the Company's assets and business.
 - We expect you to report to work and remain at work in a condition to perform assigned duties free from the presence of alcohol or illegal drugs.
 - Employees may not possess, distribute, sell, use or be under the influence of illegal drugs in the workplace.
 - Employees may not dispense, consume or be under the influence of alcoholic beverages on Company premises, nor distribute, transport, purchase, transfer or possess any open containers of alcoholic beverages on Company premises, unless authorized by the Company.
 - Any Employee found to be in violation of this policy will be subject to immediate discipline, up to and including discharge.
 - The Company encourages Employees who may be experiencing problems with illegal drugs or alcohol to seek help through the Employee Assistance Program (EAP), where available, or other similar resources, before the Company discovers such use or abuse or the employee already faces termination of employment because of poor job performance caused by such use or abuse or by a violation of this policy. We will not penalize any Employee who voluntarily seeks assistance of the EAP.
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Reporting Misconduct

All of us must follow the rules. If you observe any conduct that violates our Code of Conduct, you are required to report it.

- You may report violations to your manager, another member of management, the Human Resources Department, the Legal Department, or the Office of the Ombuds.
- Of course, all reports should be made in "good faith."
- No one may retaliate against you in any way for making a report. If you have made a report and believe you are being retaliated against, contact the Office of the Ombuds immediately.

How to contact the Office of the Ombuds

Phone (U.S.): 1-800-552-3589

External Mail: Rockwell Automation Ombuds
1201 South Second Street, Milwaukee, Wisconsin
53204-2410 U.S.A.

Rockwell Ombuds Alert: <https://rockwellautomation.ethicspoint.com>

Fax*: 414-382-8485

E-Mail*: ombuds@ra.rockwell.com

INTERNATIONAL TOLL-FREE NUMBERS: [Click here for numbers and dialing instructions](#)

*Although you may also contact the Office of the Ombuds by fax or by electronic mail, anonymity cannot be protected due to current fax and electronic mail technology